



CIN : L65910HR1983PLC050169
Website : sitalleasingfinance.com
Mob. : +91-9891709895
E-mail : sitalleasing83@gmail.com, sitalleasing@gmail.com

SITAL

LEASING AND FINANCE LIMITED
(An ISO 9001 : 2015 Certified Company)

Office No. : 322, 3rd Floor, SS Plaza Commercial Complex
Mayfield Garden, Sector-47
Gurgaon, Haryana - 122001

Regd. Off. :

Date: 17.01.2019

To,

**The Head- Listing & Compliances
Metropolitan Stock Exchange of India Limited
Vibgyor Towers, 4th floor, Plot No C 62, G - Block,
Opp. Trident Hotel, Bandra Kurla Complex, Bandra (E),
Mumbai – 400 098**

Sub: Submission of Reconciliation of Share Capital Audit Report under Regulation 55A of SEBI (Depositories and Participants) Regulations, 1996 for the quarter ended on 31st December, 2018. (SYMBOL: SITAL)

Dear Sir,

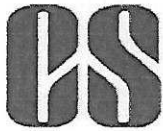
With reference to Regulation 55A of the SEBI (Depositories and Participants) Regulations 1996, please find herewith enclosed the Reconciliation of Share Capital Audit Report for the quarter ended on 31st December, 2018.

You are requested to take the above on your records and acknowledge the same.

For Sital Leasing And Finance Ltd.



**SURENDRA KUMAR JAIN
(Managing Director)
DIN: 00530035
Place: New Delhi**



RECONCILIATION OF SHARE CAPITAL AUDIT REPORT

1.	For Quarter Ended	:	31 st December, 2018	
2.	ISIN	:	INE414R01019	
3.	Face Value	:	Rs. 10/-	
4.	Name of the Company	:	SITAL LEASING AND FINANCE LIMITED	
5.	Registered Office of The Company	:	Office No. 322, 3rd Floor, Plaza Commercial Comple, Mayfield Garden, Sector-47, Gurgaon, Haryanan- 122001	
6.	Correspondence Address	:	16/121-122, Jain Bhawan, Faiz Road, Karol Bagh, New Delhi- 110005	
7.	Telephone No.	:	011- 8800446397	
8.	E-mail Address	:	sitalleasing83@gmail.com	
9.	Name of the Stock Exchange where the Company's Securities are listed	:	Metropolitan Stock Exchange of India Limited	
			Number of Shares	% of Total Issued Capital
10.	Issued Capital	:	61,25,73,750	100
11.	Listed Capital (As per Company Records)	:	61,25,73,750	100
12.	Held in dematerialized form in NSDL	:	16,32,98,655	26.66
13.	Held in dematerialized form in CDSL	:	36,51,82,295	59.61
14.	Physical	:	8,40,92,800	13.73
15.	Total No. of Shares (12+13+14)	:	61,25,73,750	100
16.	Reasons for differences if any, between (10 & 11), (10 &15), (11 & 15)	:	N.A.	

17. Certifying the details of changes in share capital during the quarter under consideration as per Table below:

Particulars***	No of Shares	Applied/ Not Applied for Listing	Listed on Stock Exchanges (Specify Names)	Whether intimated to CDSL	Whether intimated to NDSL	In-Principle Approval Pending for SE (Specify Names)

*** Right, Bonus, Preferential Issue, ESOPs, Amalgamation, Conversion, Buy Back, Capital Reduction, Forfeiture, any other (to specify)

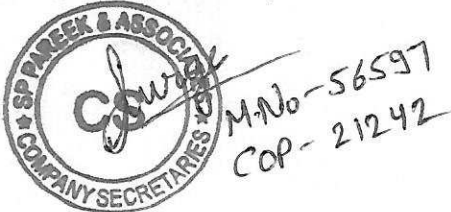
18. Register of Member is updated : Yes
19. Reference of previous quarter with regards to excess dematerialization shares, if any : Nil
20. Has the company resolved the matter mentioned in point no. 19 above in the Current quarter? If not, reason why? : N.A.
21. Mentioned the total no. of request, if any, confirmed after 21 days and the total no. of requests pending beyond 21 days with the reasons for delay:

Total No. of Demat Requests	No. of Requests	No. of Shares	Reasons for delay
Confirmed after 21 Days	0	0	N.A.
Pending for more than 21 Days	0	0	N.A.

22. Name, Telephone & Fax No. of the Compliance Officer of the Company : Surendra Kumar Jain
(Managing Director cum Compliance Officer)
Address: 555 , Double Story Market, New Rajinder Nagar, New Delhi 110060
Telephone No: 011-8800446397
Email ID: sitalleasing83@gmail.com

23. Name, Address, Reg No. CP No. and Contact Number of the Auditor : Surya Prakash Pareek
Practicing Company Secretary
Membership No.: 56597
COP No.: 21242
Address: B7-001, Vatika City Homes,
Sector-83, Gurugram, Haryana - 122004
Mobile No.: 7597776728
Email ID: cssppareek@gmail.com
24. Appointment of Common Agency for shares registry for shares registry work, if yes (Name & Address) : Bigshare Services Pvt. Ltd.
Address: 4E/8, 1st Floor, Jhandewalan Extension, New Delhi- 110055
Tel. No.: 011-23522373
Email: bssdelhi@bigshareonline.com
25. Any other detail that the auditor may like to provide (e.g. BIFR Company, delisting from SE,) : Nil

**For SP Pareek & Associates
(Company Secretaries)**



**Surya Prakash Pareek
(Proprietor)
C.P. No.: 21242
Membership No.: 56597**

**Date: 21.01.2019
Place: Gurgaon**